

74 APR 15 2020

## MINUTES

The Town of Manteo Board of Commissioners held their Recessed April 1, 2020 on April 15, 2020 via Teleconference at 5:00 PM.

The following members were present:

Mayor Bobby Owens  
Commissioner Darrell Collins  
Commissioner Eddie Mann  
Commissioner Christine Walker  
Commissioner Richie Burke  
Commissioner Betty Selby  
Commissioner Jason Borland

The following members were absent:

Town Manager James Ayers welcomed everyone to the Town of Manteo's Telephone Conference Call for the Recessed Meeting of the Board of Commissioners. Today is April 15, 2020, other Town staff members present on the conference call include Town Clerk Becky Breiholz, Finance Director Shannon Twiddy, and IT Department Head Carl Woody. Mr. Ayers asked everyone who speaks to please introduce themselves so that the Town Clerk can capture what is said for the minutes. This meeting is available to the public, and the public will have the opportunity to provide public comment at the appropriate times on the agenda. Also, the meeting is being recorded so that interested parties can hear the meeting should they be unable to attend.

Mayor Owens called the teleconference meeting to order at 5:00 p.m. Town Manager James Ayers did a roll call of the Board and all were present except Commissioner Burke who was having technical difficulties calling in but was present 5 minutes after the meeting was called to order and a quorum was established.

**DEPARTMENT HEAD REPORTS:** Town Manager James Ayers reported that the full agenda packet is on the Town's website as are the department head reports and are available to the public and press. The reports were not read aloud.

**SUBJECT:** PUBLIC HEARING-Manteo Small Business Emergency Fund

**MOTION:** Commissioner Walker seconded by Commissioner Borland to open the Public Hearing was approved by the following vote: Ayes: Commissioners Burke, Mann, Collins, Walker, Borland and Selby. Nays: None. Absent: None.

Town Manager James Ayers reported that he received two written comments and read them into the record.

Douglas Backman – Manteo resident: "I support this so long as it remains a legitimate loan that is paid back. Actually, the Town should have had such a fund before this current economic panic. This should be called the Manteo Small Business Fund. Remove the "Emergency" verbiage as we should not have to refer to this as an emergency to justify its creation. Consider it

75 APR 15 2020

as a micro lending creation that fills the many voids currently in place from the large lending institutions prior to the current situation. Long overdue.”

List of suggestions compiled Bebe Woody – Header reads “TOM going forward suggestions: How can the Town help our citizens and businesses through the Coronavirus. There is no reason why we can’t take the lead in this type of effort.” The section relevant to the proposed small business emergency fund reads “Loans may create a conflict of interest with other government loan/funding programs. Also, loans have to be paid back ... grants do not.” Mr. Ayers noted for the record that this feedback arrived prior to the final draft of the program documents, and we incorporated provisions that would eliminate any such conflicts or barriers, such as the use of UCC-1 filings and allowing early payoff without penalty for those businesses who get funding from the SBA or other.

Mr. Ayers reported there are 14 callers online and they are able to make a comment by pressing star 6 on their phone which will raise their hand and we will identify them by the last 4 digits of their phone number.

Commissioner Borland commented it would make more sense to recap the logistics and where the money is coming from before people comment on it.

Mr. Ayers gave the following report:

#### Background

The Coronavirus (COVID-19) pandemic continues to impact public health worldwide, and this declared emergency has had a negative effect on the economy as well, both globally and locally. In Manteo, the majority of firms are small businesses, and these enterprises provide jobs and economic output critical to the local economy. Evidence continues to mount indicating a significant number of local businesses are struggling due to being closed as non-essential under the State Executive Orders, being listed as essential but having few customers due to emergency travel restrictions, and other reasons related to COVID-19.

Under North Carolina General Statute 158-7.1, local governments are authorized to make appropriations for “economic development purposes” and the “appropriations must be determined by the governing body of the city or county to increase the population, taxable property, agricultural industries, employment, industrial output, or business prospects of the city or county.” In the face of the economic impact of COVID-19, local small businesses may need emergency loans as capital to weather the storm and keep the business afloat until the economy re-opens and the customers return.

#### Proposed Program

The Manteo Small Business Emergency Fund is proposed to address emergency capital needs of local businesses, and the program framework has been informed by guidance from the UNC School of Government (SOG), the Development Finance Initiative (DFI), peers from around the state, and legal counsel. The desired outcome is to protect local jobs and keep local businesses open. It is important that the emergency fund can be enacted quickly to prevent closures in the

face of the emergency, and it is also essential that it should be structured to protect the investment in the local economy.

Eligibility parameters should be established, and here are proposed minimum requirements:

- Small business (i.e., less than 50 employees including owner)
- Physical location within Town limits
- In business for at least one year
- Primary occupation of owner (i.e., not secondary employment)
- Demonstrated impact from COVID-19

A simplified loan structure is proposed in order to satisfy the needs of borrowers in different situations. Here is the proposed framework:

- Loan amounts ranging from \$2,500 to \$5,000
- Interest rate of 6%
- Payment program designed to assist with short-term cash flow while maintaining long-term payment compliance
  - Example – 10-year loan – \$5,000 (see attached UNC DFI worksheet)
    - Year 1 – \$0.00/month – deferred payment – interest still accrues
    - Year 2 – \$26.54/month – interest-only payment
    - Years 3-10 – \$69.76/month – principal & interest
- No penalty for early repayment – encourages participation in SBA or other loans
- No UCC-1 filing to assist with borrower eligibility for Federal or commercial programs
- Owner(s) with 33% or larger share must sign as co-borrowers

The application process needs to be streamlined to avoid “red tape” that can hinder timely program implementation, yet it still needs to collect key information that will document program eligibility and potential for positive impact. Prospective borrowers will need to fill out a relatively short application form documenting their eligibility with the criteria noted above as well as information related to the job retention and business continuity objectives. Also, they will need to provide information on their business including, but not limited to, financial statements or tax returns, short narrative on business planning and use of funds, and related items. Eligible expenses may include payroll, accounts payable (including Town water bills), fixed debts, rent, etc.

Commissioner Borland asked the source of the fund-Mr. Ayers responded the proposed funds are to come from the existing fund balance; this fund is set aside for emergencies. For comparison purposes our fund balance \$4,184,853.00 and this is a small percentage of our fund balance.

Commissioner Walker asked by how much would the fund balance be reduced. Mr. Ayers response was about 2% of overall budget. Commissioner Selby asked who would be reviewing and keeping track of the applications. Mr. Ayers commented that it would be done in house and he would oversee and leading the process; larger jurisdictions use a third party like a community development, but we do not have that available and it save administrative fees. It would only be about 20 or 25 loans; we have more businesses than loans available and they would be prioritized, and in the event that the loans are over-subscribed the Board can make the decision

27 APR 15 2020

to expand. Commissioner Selby commented so it is possible those who apply will not get the loan. Mr. Ayers commented correct and doing what we can is better than doing nothing.

Commissioner Burke how can we ensure that the loans are paid back. Mr. Ayers commented this is a business loan and will have to be signed off by any owner who has more than 33% ownership must sign as co-borrowers; some organizations have considered attaching inventory but having those kinds of attachments could make the same businesses not eligible for the other types of funding; we are trying to bridge them with this loan to larger loans and there still is an expectation, that they repay the principal and interest and having the payment program set up by deferring the interest payment the first year and interest only the second year, and principal and interest of \$69.76 monthly years 3 through 10, surely someone can make that payment and will be set up with promissory note. Commissioner Burke asked if anyone else in the County doing this and Mr. Ayers responded that other jurisdictions are doing this but not any in Dare County.

Mr. Ayers commented there are 15 callers online and updated the call-in instructions. In order to raise their hands, they need to hit star 9 on their phones not star 6. He will call out the last 4 digits of their phone number.

Susan Henderson-614 Pirates Way-(last 4 numerals of phone are 8834). She had two questions. Since the loan vetting of the applications are being done in house what measures are being taken to avoid the appearance of conflict of interest by those reviewing the applications and her second question is those companies that end up getting loans will that list be made public information.

Mr. Ayers commented as a point of order we do not usually answer questions back and forth but if the Mayor thinks they are relevant he can answer her questions. Mayor Owens commented we can, but we cannot set precedent but since these are valid questions, he will allow it, but the public needs to know we are not going to be allowed to comment.

Mr. Ayers stated the reason we are doing this in-house is because we do not have an available Community Development Financial Initiative; he has already outlined in the report the criteria for the application and criteria for continuity of business. The application will be a matter of public record, the only thing that can not be released are personally identifiable things such as social security numbers or driver license numbers. Mrs. Henderson commented that just in case a conflict of interest she would suggest having someone recuse themselves from the decision on the loan application and have a secondary person doing that.

Gina Owens-603 Sir Walter Raleigh (7362)-she has two questions that are not about what is being discussed. She wants to know what the Town has in place for the COVID-19 for getting masks and hand sanitizer to the people of the Town, especially the old people at Bay Tree. Her other question is about the sidewalk on the south side of Sir Walter Raleigh Street and the bump outs, has there been any progress on that. Mr. Ayers commented that technically this is not a part of the public hearing, but he can acknowledge that there will be a report at the May meeting about Sir Walter Raleigh Street and will have more feedback from NCDOT. We can contact the caller about the COVID-19.

78 APR 15 2020

Kathy Martin-825 Pirates Way (6094)-thinks this is a great idea and if there are more business that qualify than amount of money available that the Board consider increasing the amount because you have plenty of money for people who will be hurting this summer.

Brandon Strong-21 Spinnaker (1447) believes all small businesses in the County are affected by COVID-19 but does not know how we can pick one small business over another to receive this financial aid. There are business owners who live in Manteo, but the business may be located outside of Manteo and would be excluded from the loan even though their tax money is being used. We have to worry about default and how that will be handled, a terrible public relations nightmare that the Town would have to deal with. The Federal and State Government has loans and grants available and specifically structured to get businesses through this and definitely opposed to the Town jumping into this. We are the only Town talking about this. If the Town has surplus suggests that something equitable be done like a property tax refund something done as a grant not a loan and not have to be paid back. Not fair to take taxpayer money when we are all hurting.

The Mayor asked for any more public comment and there were none the Public Hearing was closed at 6:35 pm.

Commissioner Borland wanted to provide more feedback and conflict of interest since he has a business in Town, he will not be voting on this. There is a lot of Federal and State funds out there and shared his experience that he has received disaster recovery on this, and things are moving forward. The feedback he has received from folks, they are appreciative of this idea but are largely opposed to it and wanted to see other ways we could spend money to support all residents.

Commissioner Collins asked don't we need a motion to recuse Commissioner Borland and Commissioner Walker asked don't we need to close the public hearing first. Mr. Ayers commented that he has a statement about recusal that he will read before action is taken on either of these agenda items so right now if we can close the public hearing.

**MOTION:** Commissioner Mann seconded by Commissioner Burke to close the Public Hearing for the Small Business Fund at 6:35 p.m. was approved by the following vote: Ayes: Commissioners Burke, Mann, Collins, Walker, Borland and Selby. Nays: None. Absent: None.

**SUBJECT:** PUBLIC HEARING-Manteo Resident Relief Fund

Mr. Ayers gave the background:

Town of Manteo residents have been impacted in various ways by the Coronavirus (COVID-19) pandemic, including economic effects such as job losses, reductions in hours, or additional expenses. These economic conditions may make it difficult for some residents to pay their bills, including water & sewer charges. The Board of Commissioners led the public policy discussion when it suspended utility disconnections two weeks before the State's Executive Order. However, in accordance with the State's Executive Order, charges for water & sewer service will continue to accrue and the aggregate amount may be significant once the emergency declaration expires.

APR 15 2020 79

The Board of Commissioners directed staff to explore options for relief for residents on these utility bills. State law prohibits the waiver or discounting of water charges for individuals out of a Utility Fund. However, a unit of local government may utilize its General Fund for special programs, and the proposal in this case is to establish the Manteo Resident Relief Fund to provide a limited block of funding to pay the water & sewer bills of Town of Manteo residents impacted economically by the current declared emergency.

#### Proposed Program

Eligibility parameters should be established, and here are proposed minimum requirements:

- Resident must reside within Town limits
- Location must be the primary residence
- Demonstrated impact from COVID-19

The program is proposed to have a maximum value of \$500 per household, which should yield up to several months of relief depending on household size. The awards are grants not loans. Awarded funds will not be paid to the applicant; instead, they will be paid directly to the Town of Manteo Water & Sewer Fund on behalf of the applicant. The program is proposed to run during the declared emergency period and up to ninety (90) days following expiration of the emergency declaration. There will be an application process designed to document eligibility with program requirements while maintaining flexibility in demonstrating impact. The Funds will be coming from the general fund.

Commissioner Selby will the same process be used in reviewing the applications as for Small Businesses and Mr. Ayers commented yes it would be done in house; because we have suspended disconnections, we have a little time here in developing the applications and there is some flexibility.

Commissioner Collins-commented that this money will not be going out it will be coming back to us. Mr. Ayers commented yes, state law prohibits us from giving funds directly out of the utility funds, they do allow for it in the general fund, which will allow us to pay out of the general fund into the utility fund and it is much easier to do the transfer on their behalf and those funds are separate and have the audit process.

**MOTION:** Commissioner Selby seconded by Commissioner Mann to open the Public Hearing for the Manteo Resident Relief Fund was approved by the following vote: Ayes: Commissioners Burke, Mann, Collins, Walker, Borland and Selby. Nays: None. Absent: None.

Town Manager James Ayers reported that he received two written comments and read them into the record.

Douglas Backman-Manteo resident – “If this is proposed to be funded from tax dollars, then I am adamantly opposed. This is beyond a slippery slope. It duplicates existing governmental and private entities tasked with this responsibility and has the potential to confound those existing efforts. Now is not the time to be contemplating additional fees or taxation.”

Bebe Woody-Manteo resident – Header reads “TOM going forward suggestions: How can the Town help our citizens and businesses through the Coronavirus. There is no reason why we can’t

APR 15 2020  
80

take the lead in this type of effort." The section relevant to the proposed Manteo Resident Relief Fund indicates support for "Relief for Utilities/Fees ... water/sewer."

Susan Henderson 614 Pirates Way (8834) she agrees with proposal to help the residents and asks that there be some type of mechanism for an appeal to allow for extension to pay past the 3 months being offered for those who may have suffered a long term loss of income due to COVID-19.

Brando Strong-21 Spinnaker-(1447) – Everyone is affected and does not see how we can select one household over another. The State has programs that are very lenient for this purpose. Unemployment restrictions have been waived and you are getting an extra \$600 a week on top of your regular unemployment and not counting against the business. They increased the WIC program and opened up the Medicaid program. Taking one taxpayers' money to pay another's water bill and is strongly opposed to this.

Douglas Backman-Lindsay Lane (4597) agrees with the previous comments; the Federal Government just passed a 2 trillion plus aid package that in many cases allow for you to draw more pay than if you are working. If they do this, he hopes they are responsible enough to do a needs test; because the benefits from the Federal Government are extremely generous. Does not understand why we are doing this. If you want to be equitable about this in terms of water and sewer you should waive water and sewer fees for the entire town until this is over or your money runs out. He does not think the Town should involve itself in this type of welfare program when there are so many other benefits available.

The Mayor asked for more public comments and there were none and the public hearing was closed at 6:55 p.m.

**MOTION:** Commissioner Mann seconded by Commissioner Borland to close the Public Hearing for the Resident relief fund was approved by the following vote: Ayes: Commissioners Burke, Mann, Collins, Walker, Borland and Selby. Nays: None. Absent: None.

#### PUBLIC COMMENT

Tim Teeple-101 Fernando-(4640)-he wanted to talk about the bump outs on Sir Walter Raleigh Street. To be clear those bump outs will be put in the 20-year plan under the Traffic and Transportation about restriping Sir Walter Raleigh Street and installing plantings and lighting on the west side. Not only is it mentioned in the 20 year plan which NCDOT had to approve as well, but also located on page 46 the Village aspect of your 20 year plan where it states maintain and improve all roads, sidewalks and vegetation along the west side of Sir Walter Raleigh Street as well. He would ask since with have a 20-year update Board who is working hard on information that this get consideration when the Board makes a decision on the bump outs on Sir Walter Raleigh Street.

Susan Henderson-614 Pirates Way (8834) thanked the Board and everyone involved in this meeting, it has been very informative, and she appreciates the format which is unlike some others she has been in. She wanted to comment on the non-resident homeowner denial of re-entry from Dare into Manteo and understands this but she would like to implore that the Manteo

APR 15 2020 8/

Government please represent the taxpaying non-residents who also contribute to the economy and the fact there is no appeal process and very unfair. We all still live in the USA and everyone has certain rights and privileges and appreciate representation for all classes in the Town of Manteo.

Mayor Owens asked for anymore public comments there were none and the public comment period was closed at 6:00 p.m.

Mr. Ayers read a statement about recusal should it be necessary for any Board member wanting to be recused. According to the School of Government, "State law creates an affirmative duty for local governing board members to vote on matters that come before the board." However, in the event of a conflict of interest, the North Carolina General Statutes indicate a member "may be excused from voting" on such matters. Absent any direction from the State, it would be prudent to have the Board member request a recusal and the Board should vote to confirm their will as to whether the member may be excused from voting. If the Board desires to excuse the member, then that member will not be allowed to participate in the discussions of the matter nor vote on the matter. Should you decide to proceed with allowing the recusal, then a motion, second, and vote would be needed at this time.

Commissioner Borland stated he would like to be recused from 5a Manteo Small Business Emergency agenda item.

**MOTION:** Commissioner Mann seconded by Commissioner Selby to recuse Commissioner Borland from Item 5a Small Business Emergency Fund topic was approved by the following vote: Ayes: Commissioners Burke, Mann, Collins, Walker and Selby. Nays: None. Absent: None. Recused: Commissioner Borland

## **NEW BUSINESS**

**SUBJECT:** Consideration of Establishment of Manteo Small Business Emergency Fund and Budget Appropriation. Mr. Ayers-since we have had discussion previously and properly noted on North Carolina General Statute 158-7.1, should the Board decide to move forward the following two actions will be needed by the Board of Commissioners:

1. To approve Budget Amendment Number 2  
appropriating \$100,000 from the Fund Balance in the General Fund to establish the Manteo Small Business Emergency Fund for the purpose of Economic Development; and
2. To authorize the Town Manager to implement the Manteo Small Business Emergency Fund.  
Should the Board decide to not to move forward then no motion would be necessary.

Commissioner Burke does not think the Town should be in the banking business, he is all for the small businesses but does not think we need to be doing this. Commissioner Walker feels like this an investment in the Town by helping businesses stay in Town and this is not a forgivable loan and is meant to be paid back. She had one person who told her they are not in favor of this but has not heard any other comments until tonight; she is either way and would like to have it available. Staff has gone over and above and sounds strong and firm as far as repaying and this might be a bridge loan. Mayor Owens commented that this is an admirable thought, but he is opposed to it and prefers we should not participate, there will be a lot of loans out there for small



APR 15 2020 2

businesses, he is not against it but prefer we not participate now. He suggests we put money into a tourist bureau fund, not to the tourist bureau but just for Manteo. Staff could put together a tourist package together for just Manteo when we reopen back up; establish a fund to get people to coming back to our area.

Commissioner Mann his opinion has evolved in the past week, he thinks it is a great idea and thinks it would be unfair for him to tell my neighbors I am going to take their tax money and give to a business. He thinks it would be better to help all the business instead of one, take that same money and put in some kind of revolving fund that would get people here like the Mayor stated. Not just this summer but every summer here on out. Commissioner Selby contact 5 businesses to get their opinions on this and only one was in partial favor. How do you decide who gets it and she is more concerned with those that will not receive it. She is not in favor but would like us to take the money and work with COA to help small businesses in applying for loans, of what to do and what not to do. Thinks the businesses need support in that avenue.

Commissioner Collins-small business in Manteo have it hard and hate to have a situation where all the businesses are closed up and he is in favor of this and will vote for this. He thanked Mr. Ayers and staff for putting so much effort into this. Commissioner Selby commented that she is appreciative of staff doing this work and putting so much detail into this but as an elected official she has to put her work into the businesses and residents of the Town. Commissioner Walker asked how many businesses have requested this type of support. Mr. Ayers commented from the two businesses who he has talked to, they were asking what type of help they could get from the Town and would it even be offered. It is being offered in other parts of State not in Dare County. What he did hear back was that the loan be structured so if they got the SBA loan this would be set up as a bridge loan. He has heard from some businesses having the inability to get SBA loans despite having previous relations. Commissioner Walker is curious to know how many would be applying and wants to help the ones who need help. This is not free money; interest will be charged. Commissioner Collins from the limited comments we have received it seems like a good idea. Mayor Owens commented he does not agree, he has had 5 people who do not think this is a good idea.

Commissioner Selby had a question if there is no other relief a caller mentioned is there any other types of relief to utilities or taxes. Mr. Ayers broke it down to 2 parts. In terms of utilities what item 5b talks about utility relief for residents but not for businesses, the Board has already authorized us to do payment plans for both businesses and residents we have the ability to stretch that into payments. In terms of tax relief, we do not have the ability to offer tax relief and there is no statutory authority that allows us to do that for anyone. Commissioner Selby so we can stretch it out but can we give any discounts in terms of utilities is that a yes or no. Mr. Ayers commented from the water and sewer enterprise fund we cannot give anyone a discharge or discount to their water and sewer bills but from the general fund we can set up for business like the resident fund. We already have the ability for an extended payment plan and will work with businesses and residents. Commissioner Selby just wants to know for businesses if we offer any relief on their utility bills. Mr. Ayers yes, we can do it like the resident fund and bring that back to the Board.

**MOTION:** Commissioner Collins seconded by Commissioner Walker to approve Budget Amendment #2 appropriating \$100,000 from the Fund Balance in the General Fund to establish the Manteo Small Business Emergency Fund for the purpose of Economic Development was

APR 15 2020 83

**NOT** approved by the following vote (a roll call was done): Ayes: Commissioners Collins and Walker. Nays: Commissioner Selby, Mann and Burke. Absent: None. Recused: Commissioner Borland.

Mr. Ayers commented since the motion failed it will not be necessary for the Board to vote on implementing the Manteo Small Business Emergency Fund.

**MOTION:** Commissioner Burke seconded by Commissioner Mann to allow Commissioner Borland back into the meeting was approved by the following vote: Ayes: Commissioners Burke, Mann, Collins, Walker and Selby. Nays: None. Absent: None. Recused: Commissioner Borland.

Mr. Ayers asked if anyone would like to be recused from item 5b and Commissioner Walker asked to be recused.

**MOTION:** Commissioner Collins seconded by Commissioner Burke to recuse Commissioner Walker from Item 5b was approved by the following vote: Ayes: Commissioners Burke, Mann, Collins, Borland and Selby. Nays: None. Absent: None.

**SUBJECT:** Consideration of Establishment of Manteo Resident Relief Fund and Budget. Town Manager James Ayers reported the Board has had general discussion during the public hearing and this would need two motions.

To approve Budget Amendment Number 2 appropriating \$100,000 from the Fund Balance in the General Fund to establish the Manteo Resident Relief Fund for the purpose of awarding grants for the payment of water & sewer charges to the Town of Manteo Water & Sewer Fund on behalf of eligible residents impacted by the current declared emergency; and to authorize the Town Manager to implement the Manteo Resident Relief Fund.

Commissioner Mann-would like to know what the total revenue for the monthly utility bills for both residents and businesses. Mr. Ayers commented that staff will work on that while we continue discussion

Commissioner Selby asked how many residents would fall under this. Mr. Ayers reported that in the staff report it talks about a maximum value of \$500 per household, which should yield up to several months of relief depending on household size. If all applicants got the maximum value it would be about 200 households and the number would go up if the household size went down.

Commissioner Burke asked if we are waiving \$500 per household how is that going to affect the maintenance and repairs to our aging system. Mr. Ayers commented that state law prohibits from taking from water and sewer fund and the funds would come out of general fund going to the water and sewer fund and leaves that money come in there.

Mr. Ayers commented the data from the Finance Director Shannon Twiddy provided the information to Commissioner Mann's question. For March we billed \$31,200.51 for water and \$46,819.36 for sewer for a total of \$78,019.07. She also provided a quarterly average of \$54,936 and presumably that was in the winter months. We expect to see revenues down across the water and sewer fund.

Commissioner Collins commented the money is coming from the general fund and going to the water and sewer fund, so it is like we are giving water and sewer \$100,000. The money is not going anywhere it is coming back to us. Mayor Owens would like to find relief for people who need it and does not know how we are going to be fair. Mr. Ayers commented the proposed cap of \$500 for a family of 4 would carry them through 3 months. Depending on the size of the household would determine the amount needed and it will be hard to know what each family has, there may be higher than usual bills during the governor's stay at home order. Commissioner Burke asked if the Dare County water bill is paid out of the general fund and Mr. Ayers commented it is paid out of the water and sewer fund and audited as well. Sewer also comes from the water and sewer fund. Mayor Owens asked what this would cost us? Commissioner Collins stated we are transferring from one fund to another it balances out. Mayor Owens commented he does not see it that way. Mr. Ayers commented that if the Board wants to go through other scenarios, since the Board has suspended disconnections this does not have to be done right away. Mayor does not think the businesses use as much as the residents. There is some variability in the commercial accounts. Commissioner Collins this is just for the residents not the businesses.

Commissioner Borland stated it sounds like more information is needed and since we have suspended disconnecting service, does that include late fees. Mr. Ayers commented yes late fees, interest and penalties will not be accrued but the charges for water will continue to accrue. Commissioner Borland the intent is there but is this the right way to do it, he takes the point that we are shifting funds, but it is coming from somewhere and wondering if we should table this. Commissioner Mann knows this is for residents but would like this for businesses to; is there a way to project what we believe the water revenue would be from May 1<sup>st</sup> to September 1<sup>st</sup> and come up with a number that will cover all water bills, something to affect everyone. Mayor Owens thought that would be a good way to help everyone and can that be done. Mr. Ayers commented we can do different scenarios between residents and businesses bring that information back to the Board May workshop. Mayor Owens commented if we can get that information for our May 6<sup>th</sup> meeting and make a decision, can we make that retroactive. Mr. Ayers commented that we will find ways to structure it retroactive for residents and businesses. Mayor Owens asked how the Board feels about tabling this and discuss this at the May 6 meeting. Commissioner Collins asked how many gallons of water does \$100,000 buy. Consensus for this to be on the May 6<sup>th</sup> agenda and to allow plenty of time for the public to weigh in on this. Mr. Ayers commented that the agenda package would include that information on May 1<sup>st</sup> and public comment would be before this item. Commissioner Walker asked to come back into the meeting since they were changing the discussion to include businesses.

**MOTION:** Commissioner Mann seconded by Commissioner Borland to table the Manteo Resident Relief Fund until May 6<sup>th</sup> and to allow Commissioner Walker back to the meeting was approved by the following vote: Ayes: Commissioners Burke, Mann, Collins, Borland and Selby. Nays: None. Absent: None. Recused: Commissioner Walker.

#### **Mayor/Commissioners Comments**

Commissioner Collins asked about Dare Days; Commissioner Burke commented he thinks it is too late for Dare Days. Commissioner Mann agrees with Commissioner Burke but thinks we

should still vote on a Manteo Citizen of the Year. Commissioner Walker thinks we should not take staff away from more pressing matters and maybe we can have a bigger 4<sup>th</sup> of July. Commissioner Selby agrees as does Commissioner Borland. Consensus of the Board to cancel Dare Days until 2021 and Mr. Ayers will announce that.

Mayor Owens asked that we defer fireworks discussion until the May 6<sup>th</sup> meeting.

Commissioner Burke asked about the new website status. Mr. Ayers commented he will get a new timeline to the Board. In working with the vendor, we have had some structural changes on the back end. Mayor Owens asked for a firm timeline at the May 6<sup>th</sup> meeting.

Commissioner Walker would like to know how many people are still listening now. Mr. Ayers commented we are showing 10 attendees and our peak was 15. She would also like to know on May 6<sup>th</sup> if Mr. Woody could get us a number of how many views or hits, we are getting online for viewing of our meetings. If Gina is still online, she mentioned masks and sanitizers please let us know if there is a need, we have people hurting who need help now. We need to be able to help people, residents and business. We do not know how long this is going to go on. We want to help those that are in need and the mechanism was there to help people and right now it has been put off and thanked the Board for considering it next month. That comment from Mr. Backman about the \$600 federal unemployment is for full time and is not a given of \$600 per person and we do not need to put that out there that people are going to get \$600 in addition to unemployment.

Commissioner Mann would like to see weekly updates from the County COVID task force that are Town specific; what the State of the Town is. He would also like to see the timeline for the Town Commons with a start date. With traffic being slow it would be a perfect time to get things done and a way to generate some income to the trades. He would like the Board to revisit the zoning ordinance regarding boat lifts in marinas and remove that; it would be a way to generate some income.

Commissioner Selby we are very concerned about our businesses and residents and hoping that the Town can have some resources for the Small Business Association through COA and would like to establish that to help Small Businesses get through the application process. She would also like an update on the Town Attorney for the May 6<sup>th</sup> meeting.

Commissioner Borland commented on the Town Commons and if that is going to be delayed until winter maybe we could do some minimal construction and support those local construction trades to help our own economy. We do need to start looking forward as to how we open back up and figuring out what will need to be done to open back up and how best to do that. Non-resident homeowners was brought up there are 2 sides to every story and hopes we can see each other's point of view and treat each other with respect.

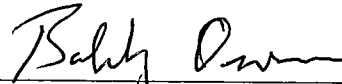
Mayor Owens commented this teleconferencing is awkward; he is a people person and we are dealing with the hand we were dealt. We should love everyone and learn to control our tempers. He has tried to be fair to the Board during discussion and try to understand each situation.

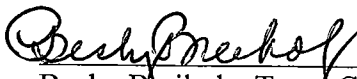
APR 15 2020 86

There being no further business to come before the Board or other persons to be heard a motion by Commissioner Mann seconded by Commissioner Borland the meeting was adjourned at 7:10 pm was approved by the following vote: Ayes: Commissioners Burke, Mann, Collins, Walker, Borland and Selby. Nays: None. Absent: None

This the 15<sup>th</sup>, day of April 2020

ATTEST:

  
Bobby Owens, ~~Mayor~~

  
Becky Breiholz, Town Clerk



000000

APR 15 2020 87

black 8

